BAR CODE MEDICATION ADMINISTRATION (BCMA)

MANAGER'S USER MANUAL

Version 2.0
May 2002

(Revised November 2003)

Department of Veterans Affairs
VIST**A** Health Systems Design & Development

Revision History

The table below lists changes made since the initial release of this manual. Each time this manual is updated, the Title Page lists the new revised date and this page describes the changes. Either update your existing manual with the Change Pages document, or replace it with the updated manual.

Note: The Change Pages document may include unedited pages needed for two-sided copying. Only edited pages display the patch number and revision date in the page footer.

Date	Revised Pages	Patch Number	Description
11/03	All	PSB*2*30	– Corrected the Release Date to reflect the software package release date, not the complete updating of the manual for patch PSB*2*24, and to reflect the new organization name, "V*IST*A Health Systems Design & Development." (Title Page) – Updated this page, resulting in some information for patch PSB*2*20 being moved to the next page. (ii) – Added the "Tip" to specify the maximum characters allowed for new or renamed Default Answer Lists items, and the "Note" describing the message received when a user exceeds the maximum number of entries allowed in a list. (p. 21)
06/03	All	PSB*2*24	– Updated the copy on the Revision History Page to make the instructions easier to understand. (p. i) – Updated the Table of Contents to include the new site parameter, "PRN Documentation." (p. iii) – Updated the first paragraph to include the new site parameter and added a "PRN Documentation" section and related Tip. Rearranged the order of the parameter information to coincide with the order on the BCMA Site Parameters dialog box. (p. 5-6) – Updated the "Site Parameters Available Using Parameters Tab" example to include the changes to the "Include Schedule Types" check boxes and to include the new "PRN Documentation" site parameter under the Misc Options area. (p. 14) – Updated the "Include Schedule Types" information, and added a Tip, under the Virtual Due List Setup Area. Moved the "Enable CPRS Med Order Button" copy to the next page. (p. 17) – Added the "PRN Documentation" site parameter information and Tip under the Misc Options Area. (p. 18) – Renumbered the pages, beginning at page 18, to include the new "PRN Documentation" site parameter. (p. 18-50) – In the Glossary, added "BCMA Clinical Reminders." (p. 43) – Updated the Index to include "BCMA Clinical Reminders" and "PRN Documentation." (p. 48-49)
03/03	Title Page, i-iv, 2	PSB*2*20	– Updated the Title Page and included this Revision History Page. (p. i) – Updated the Table of Contents to include the new site parameter, "Patient Transfer Notification Timeframe." (p. iii) – Renumbered the pages with Roman numerals to include this page. (p. i-iv) – Updated the Web address for the V*IST*A Documentation Library. (p. 2)

Revision History

Date	Revised Pages	Patch Number	Description
03/03 (cont.)	5, 6, 13, 14, 15, 16, 17, 34, 38, 42, 43, 45, 46, 48	PSB*2*20	– Updated the first paragraph of the "CPRS Med Order Button Link ("Hot Button")" section to indicate that the clinician "is" administering a medication order, rather than "has" administered the order. (p. 5) – Included the new section "Patient Transfer Notification Timeframe." (p. 6) – Updated the "Tip" to indicate that access is available "to each site" rather than "at all sites." Also added the word "Are" to the second line of the Example title for the Warning message. (p. 13) – Updated the "Site Parameters Available Using Parameters Tab" example to include the new site parameter, "Patient Transfer Notification Timeframe" under the Misc Options area. The example also reflects the removal of the "General System Err" and "Auto Update Notification" site parameters under the Mail Groups area, and the "UNC of Auto Update Server" site parameter under the Misc Options area. (p. 14) – Removed the "General System Error" and "Auto Update Notification" information from the "Mail Groups Area" section since these site parameters were removed from the Parameters Tab of the GUI BCMA Site Parameters application. (p. 15) – Removed the words "before allowing the Client to proceed" from the "Max Client/Server Clock Variance" bullet. (p. 16) – Removed the "UNC of the Auto Update Server" information from the "Misc Options Area" section since it was removed from the Parameters Tab, and added an explanation about the new site parameter, "Patient Transfer Notification Timeframe." Updated the "Enable CPRS Med Order Button" bullet to indicate that the clinician "is" administering a medication order, rather than "has" administered the order, included information about the security key, and added the "Tip." (p. 17) – Corrected information about the *Missing Dose Followup* option to indicate that a clinician can also submit Missing Dose Requests using CHUI BCMA. (p. 34) – Corrected the first bullet for resetting a user's default settings, when the answer is "No," to indicate that the system does not reset the "user-entered parameters," but the "user's parameters." (p. 38) – In the Glossary, added the definition for Continuous Order, Patient Transfer Notification, PSB INSTRUCTOR, and PSB STUDENT. Corrected the definition for Held, PSB MANAGER, Refused, and Schedule Type. (p. 42, 43, 45, 46) – Updated the Index to include "Patient Transfer Notification." (p. 48).
05/02			Original Released Manager's User Manual.

Setting Site Parameters for GUI BCMA

Defining and Updating Site Parameters for Your Facility (cont.)

TIP:

The maximum characters allowed for a new, or a renamed, Answer Lists item is 30.
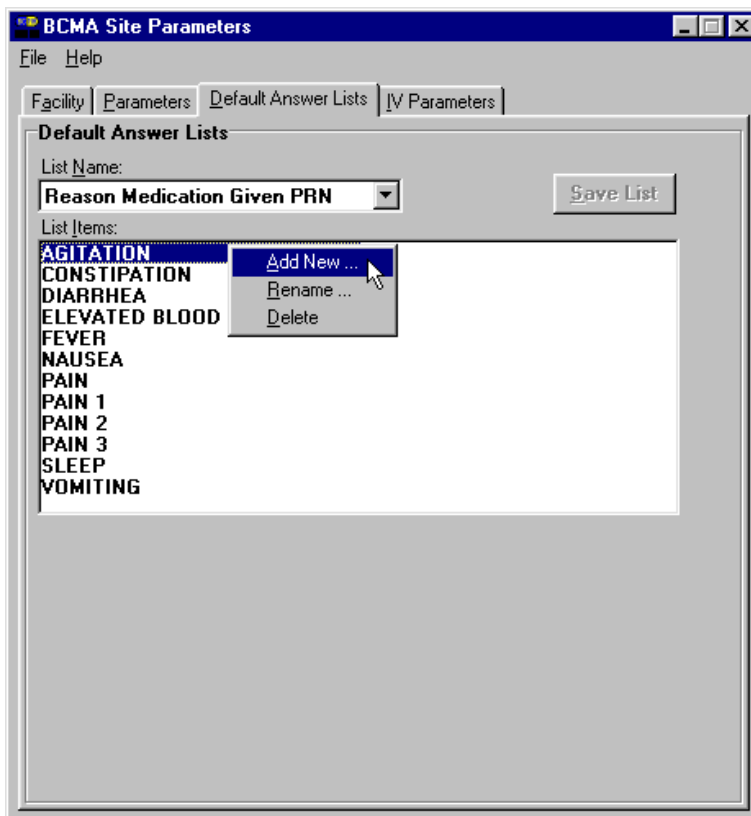

Working with the Default Answer Lists Tab (cont.)

You can create a list by pointing inside the text box associated with a list item, and then clicking the right mouse button. You may Add, Rename, or Delete any item within the box by highlighting the option within the List Items box, and then clicking on the right mouse button to make your selection. To activate the Rename or Delete functions for one of the listings, highlight the listing, and then click on the related command in the list box.

After you complete a list, click on the Save List button to store your list before exiting the Default Answer Lists Tab.

Note: A warning message displays if you attempt to enter more than 100 entries in a Default Answer Lists.

Example: Creating Default Answers Lists for Reason Medication Given PRN

Setting Site Parameters for GUI BCMA

Defining and Updating Site Parameters for Your Facility (cont.)

Working with the Default Answer Lists Tab (cont.)

This section provides suggested entries for Default Answers Lists for the GUI version of BCMA V. 2.0.

**Example: Suggested Default Answers Lists for
Reasons a Medication is Given PRN**

REASON #:	VALUE
1	Agitation
2	Anxiety
3	Arrhythmia
4	Chest Pain
5	Congestion
6	Constipation
7	Cough
8	Cramps
9	Diarrhea
10	Discomfort
11	Dizziness
12	Dyspepsia
13	Dysuria
14	Elevated Blood Pressure
15	Elevated Blood Sugar
16	Extrapyramidal Symptoms
17	Fever
18	Gastritis
19	Headache
20	Hiccups
21	Indigestion
22	Insomnia